

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
 REGULAR BOARD MEETING AUGUST 13, 2009  
 STRAWBERRY HILL CENTER**

**CALL TO ORDER**

A quorum being present, the meeting was called to order at 6:07 pm by Chair Swolgaard.

**BOARD MEMBERS PRESENT:** Lee Cross, Ken DeWitt, Kirk Robinson, and Tom Swolgaard. Absent: Dave Shorett

**ADJUSTMENTS TO AGENDA:** Postpone: 1) Item 40.1 Bond Refinance to the August 27, Board meeting 2) Item 50.1 Resolution 2009-14 Bond Refinance to the August 27<sup>th</sup> Board meeting

**BOARD CONSENT**

**APPROVAL OF MINUTES:** Upon making the following revisions to the minutes of the July 21, 2009 State Parks Public Meeting, Chair Swolgaard stated the minutes stand approved as corrected: Robinson, p.1: change spelling of Houk to Hoch p. 2: change identify to identity, change tertiary plan to tertiary plant.

Upon hearing there were no corrections to the minutes of the July 23, 2009 regular board meeting, Chair Swolgaard stated the minutes stand approved as submitted.

**APPROVAL OF PAYMENTS: MSC: Robinson/DeWitt: Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing that has been made available to the Board. As of this date, the Board, by a unanimous vote, does approve for payment those vouchers included in the above list and summarized as follows:**

<u>Fund Name</u>	<u>Fund #</u>	<u>Batch #</u>	<u>Batch Date</u>	<u>Amount</u>	<u>Pre-Approv by Exec.</u>
General Fund	94952		August Payroll	262,396.04	
General Fund	94952	358364	7/27/2009	32,580.12	7/16/2009
General Fund	94952	358671	8/3/2009	75,536.89	7/22/2009
General Fund	94952	358974	8/10/2009	26,925.17	7/30/2009
Capital Imprv Fund	94955	358398	7/27/2009	13,661.09	7/16/2009
Capital Imprv Fund	94955	358686	08/3/2009	1,138.61	7/22/2009
Capital Imprv Fund	94955	359091	8/10/2009	4,267.30	7/30/2009

**UNFINISHED BUSINESS**

**COBI PARK TRANSFER:** Executive Director Terry Lande said he met with Mark Dombrowski and discussed the park transfers. Terry said the paperwork relating to the transfers of Madison Avenue and Aaron Tot Lots, Hidden Cove Park and T'Chookwap should be ready for the August 26<sup>th</sup> Council meeting and he is anticipating City action for the transfer of other properties at that meeting. Commissioner Cross noted the trail easements are not defined for the Lost Valley properties in the information received by the District. Terry Lande said he will ask Mark to redefine and clarify those properties. Commissioner DeWitt said the City needs to provide the Board with a list of the properties that have Stormwater Management Fees attached to them.

**DEVELOPMENT PROJECTS PROCESS:** Kent Scott presented the Board with a draft outline listing processes, goals, outcomes and schedules for the Capital Improvement Plan public meetings. He said it is the District's intent to inform the public of the Comprehensive Plan development goals, as well as to gather the public's ideas on specific projects, priority ranking, and to provide information on the District's volunteer program. Information regarding specific property's Conservation Easements will also be presented to foster the public's understanding of feasible development for those properties. Executive Director Lande said the information gathered will be used in the budget process. He also suggested the Board tour properties with proposed projects on non-board meeting Thursday evenings starting on August 20<sup>th</sup>. Park Services Director Arlan Elms handed out a list of Lid Lift Project proposals with rough cost estimates and source of labor by staff or outside contractor. Executive Director Lande pointed out the listed item for Battle Point Park soccer field perimeter walks saying they could be constructed with concrete or gravel but that the item must be completed to meet the ADA requirement for the final soccer field permit approval.

Discussion followed regarding the two materials, their estimated costs and effects each would have on the field. Some of the points made included the cost of the gravel being approximately one third of concrete cost, concrete presents a more finished appearance and gravel fines tracked or rainwashed onto the artificial turf could be problematic. Terry said approximately \$67,000 will be needed to complete the Camp Yeomalt cabin. Commissioner Swolgaard pointed out that figure will be further reduced by approximately \$17,000 dollars worth of volunteer labor provided by the Woodworkers Group to build and install windows, so the actual completion figure is closer to \$50,000. Terry Lande said during the previous week he and John DeMeyer met with a representative of the 4-H Hare Raisers group. The group would be willing to donate approximately \$20,000 toward the project in return for use of the cabin for their meetings. Based on their estimated use time of 10 to 20 hours monthly, staff calculated the value of the donation as equivalent to 7 years of use without charge. They would be required to submit their meeting schedule on a quarterly basis to accommodate District Programming use. Terry said If the Board were to consider their proposal approximately \$30,000 would be needed to complete the project giving the District additional programming space. John DeMeyer is drafting an agreement with the group to be presented to the Capital Facilities Committee. The Board discussed other priorities for projects that could be completed before the end of 2009 including adding a new play structure at Gideon or Rotary Parks, expanding one of the current play structures, a climbing wall, and purchasing street skate park components for use in different locations. Terry Lande said he will instruct staff to prepare more detailed cost estimates for the Capital Facilities Committee to review before the next board meeting. If Commissioner Shorett will not be in town for the committee meeting, Commissioner Cross volunteered to go in his place.

**BATTLE POINT PARK SOCCER FIELD UPDATE:** Kent Scott said today he met with the Soccer Field representatives of Atlas Construction and they have completed all but the top rock and carpet portion of their contract. The carpet phase will take four to five weeks for installation and final completion should be sometime in early October. The contractor has agreed to provide the requested 5 year warranty. Terry Lande said staff has done a great job of directing the field construction project.

**COMMISSIONER PARTICIPATION AT BOARD MEETINGS BY PHONE:** Commissioner Cross said she feels it is important for the Board to consider making policy regarding Board member participation by telephone and voting when he or she is unable to attend the meeting. After a general Board discussion of the pros & cons of allowing participation from off-site and the telephone equipment that would need to be acquired to facilitate participation, it was decided the Governance Committee will meet to draft a policy addressing member absenteeism, absentee board meeting participation, and voting by non-present members. **MSC: DeWitt/Robinson: That the issue be moved to the Governance Committee.**

## **GENERAL BUSINESS**

**RESOLUTION 2009-15: INTERFUND TRANSFER:** Executive Director Lande said funds for payment of labor to construct the Aquatics Center cabana and Administrative office storage need to be transferred from the Capital to the General Fund. **MSC: DeWitt /Cross: That Resolution 2009-15, authorizing an interfund transfer of \$5,825.86 from Capital Improvement Fund 94955 to General Fund 94952 for payment of payroll expenses related to the Aquatics Cabana and Administrative Office projects, be adopted.**

**OBSERVATORY OUTDOOR ADDITIONS:** Commissioner Robinson said earlier in the evening the Board met at the Ritchie Observatory at Battle Point Park to look at two proposed projects. The first project is being proposed by Clifford Johansen for his Eagle Scout project and consists of installing telescope pads for night sky viewing. It is located approximately 142' north of the Observatory Building along the berm. The Board discussed the size, shape and number of the concrete pads, as well as depth placement to facilitate mowing the area. Commissioner DeWitt noted the site is not ADA accessible and is thought to be outside the 1 acre area leased by the Astronomical Association. Board members said agreement to the project would be subject to pad removal or relocation at the District's discretion should the need arise. Commissioner Robinson said to solve the ADA accessibility concern an additional pad could be installed near the parking lot to accommodate people with mobility issues. Commissioner DeWitt proposed that the Capital Facilities Committee discuss the pad project at next week's meeting. Commissioner Robinson said the Sundial Art Project proposed by Battle Point Astronomical Association member, Russell Heglund, is sited near the area of the proposed concrete pads. The Board discussed concerns with the height of the proposed sundial, the fall potential it presents, type of material to be placed beneath it, the enclosure design, and visual impact

of the proposed sculpture site on park users. The Board said that District agreement to the sculpture project would require reopening the lease with the Astronomical Association.

### **DIRECTOR'S REPORT:**

Recreation Director: John DeMeyer: the District is working with the insurance agency on the claim for the Eagledale kiln stack fire damage and is getting bids for a new metal roof at the pottery studio, Alison Cruz, Gymnastics Dept. staff member is relocating to Texas at the end of the month, the Woodworkers Group built new storage cabinets at Bainbridge Commons, summer registration numbers are up about 15% over last year, the History Camp was very well received, the first-ever Family Overnight Camp-out at Battle Point will be August 21<sup>st</sup>, Senior Center has added a Blake Island hike and dinner to their summer activities,

Park Services Director: Arlan Elms: July 25<sup>th</sup> Bluegrass Festival was well attended, Girl Scout Day camp and overnight campout at Battle Point Park is currently underway, the Kid's Up play structure will be closed for annual maintenance the week of September 14<sup>th</sup>, Blakely Park steps were recently replaced during a work party with staff working with volunteer labor provided by Rohrbach Construction, Nute's Dam has been completed. Arlan asked Roger Belieu to give a status report on the Blakely Park bridge. Roger said some of the funding may come from a donor who had previously committed to providing \$25,000. The cost estimate for the project is \$80,000 and Dave Brown Engineering has been contracted to design the trail entrances to the bridge, and he will be handling the permitting process for the project. A shoreline permit will be required by the City and there is a possibility a Joint Aquatic Resource Permit Application may be required by the Corp of Engineers. Kelly Conrad, a structural engineer, will be designing the abutments and Jane Meyer of Meyers Biodynamics will provide the Geotech study. A HPA (Hydraulic Project Approval) process may be required if the stream is verified as a salmon bearing waterway.

Senior Planner: Perry Barrett said he met with Tim Nord of the State Dept. of Ecology to discuss that agency's proposal to convene an expert panel workshop in September including the District and City as stakeholders. The purpose is to seek a generational remedy for the Wycoff site since the State will have the burden of site maintenance once the EPA has signed off as part of Superfund remediation. The remedy may involve extracting more creosote from the site. After the panel has made recommendations, public meetings will be planned to apprise the public of the expert's recommendations. Additionally Perry mentioned the Board had received the email copy of the EPA's contracted updated risk analysis (ATSDR study) and the Pocket Beach needs to be reviewed by the consultant. Executive Director Lande reminded everyone that the District is a stakeholder but does not own the portion of the Point being discussed. Perry said PAC members Frank Stowell and Don Willott walked the bottom of the ravine in Winslow to access trail corridor options for the Gateway project.

Executive Director: Terry Lande: The District has received a AA bond rating which means it will not need to purchase bond Insurance, and will qualify for more favorable loan points and said it is a tribute to the Board's fiscal responsibility as well as the job Amy Swenson has done. He, Perry Barrett, and Arlan Elms met with Mark Dombroski and Kathy Cook of COBI to discuss the Strawberry Packing Plant. The City has voted to accept the grants for that project and now have made a decision to hold a public meeting to discuss the project and directed Mark Dombrowski to invite the Board and District staff. A tentative meeting date is Saturday Sept. 19<sup>th</sup> and will include a site visit, meeting with user groups, and a general meeting afterward. It is expected to last 4 to 6 hours. The purpose is to present and review the restoration plan at the Strawberry Packing Plant and discuss the plan. District participation could include discussion of tree and fence placement and participation could be a platform for gathering public comment on the uplands and the District's park planning process. Commissioner Robinson said he disagrees with the City's premise of the meeting and feels it is being held to direct the District how the park should be developed. Commissioner Swolgaard concurred and said he wants to plan the park after the City has finished the shoreline restoration. Commissioner Cross said she feels the District did not have a voice in the restoration plan. Commissioner DeWitt pointed out the Board had voted on the 30% Design in an advisory capacity and thinks the District should take on the planning for the shoreline portion if the City decides not to go forward with the project.

**UPCOMING MEETINGS & EVENTS:** Kid's Up Group Picnic Battle Point Park August 29<sup>th</sup>, BI Land Trust and Weed Warrior Work Party at Prichard Park September 5<sup>th</sup>, IGWG Meeting 9/14

**BOARD MEMBER ITEMS:**

- Commissioner Swolgaard said during late July’s very warm weather the Aquatics Center open swim sessions were at full capacity.
- Commissioner Swolgaard asked about having staff or volunteers paint out the graffiti on the water tower at Battle Point Park. Executive Director Lande said it has been discussed for the Capital Improvement Plan but would need to be contracted out and the bids received in the past have been quite expensive.
- Commissioner Swolgaard asked if bids have been sought for a bridge to span the creek at Hawley Cove. Executive Director Terry Lande said that staff had not.
- Commissioner Robinson said the State Parks Commission adopted criteria for transferring parks to other agencies at their August 6<sup>th</sup> meeting.

**BOARD MEMBER COMMITTEE REPORTS**

**CAPITAL FACILITIES:** Commissioner Robinson said the committee met with staff regarding the herbicide proposed for use on the Poplar trees at Battle Point Park. The permit application has been turned in to COBI for the tree removal.

**BUDGET & FINANCE:** Commissioner DeWitt said the committee met with Barry Peters regarding ways to offset the Stormwater Management Fees that will come along with transferred properties. Real Estate Excise Tax Impact Fees is one way that might be accomplished and since the District jointly owns Prichard Park with COBI using REET Funds could be another. Commissioner DeWitt said the District does provide a service in that storm water is dumped into parks such as Grand Forest, Blakely Harbor, and Battle Point Parks; therefore the District could be charging back for stormwater management.

**MEETING ADJOURNED AT 9:32 pm.**

Joanie Woodbury  
Terry M. Lande  
BAINBRIDGE ISLAND METROPOLITAN  
PARK & RECREATION DISTRICT

BY: \_\_\_\_\_  
John Thomas Swolgaard

BY: \_\_\_\_\_  
Lee Cross

BY: \_\_\_\_\_  
Kirk B. Robinson

BY: \_\_\_\_\_  
Kenneth R. DeWitt

ATTEST: \_\_\_\_\_  
David L. Shorett - Secretary